

**October 30, 2003**

**WEST VIRGINIA BULLETIN NO. WV360-4-4**

**Subject: PER – West Virginia Recruitment Strategy**

**Purpose: To request volunteers to draft a long-term recruitment strategy**

**Expiration Date: September 30, 2004**

**ACTION REQUESTED BY: NOVEMBER 7, 2003**

A quote in the President's Management Agenda states that Governor George Bush remarked "We must have a government that thinks differently, so we need to recruit talented and imaginative people to public service." In an effort to address long standing problems, the current administration developed the President's Management Agenda to guide their actions in managing the government.

To address the President's Management Agenda issue of Human Capital and Chief Knight's priority on Diversifying the Workforce, West Virginia will develop a Recruitment Strategy for meeting these goals.

I am requesting volunteers to serve on a short-term team. The team charge is to develop a draft West Virginia Recruitment Strategy which will allow the state to meet its long-term staffing needs. This strategy will include short term and long-term action items. Some of the issues the team will deal with include:

- **Update on Work Force Planning data related to gaps and needs**
- **Expand the area of recruitment to include new emerging and non-traditional disciplines**
- **Timeliness of the hiring process**
- **Trainers and Training locations for new employees and students**
- **Benefits and incentives information**
- **Marketing NRCS as an Employer of choice**
- **Rebuild relations with recruitment sources**

**The outcomes of the West Virginia Recruitment Strategy will address ways to achieve a diverse workforce and address NRCS skills gaps.**

**The team will be made up of a cross-section of disciplines from the technical area to administration. Carlos Cole, CRAC Chairman and Larry Sargent, HRM will lead the Team. Employees interested in volunteering on this team should submit their name to Larry Sargent no later than November 7, 2003. I am asking the team to have a working strategy for the West Virginia Leadership approval by February 13, 2004.**

**If you have questions or need additional information, please contact Larry Sargent at 304-284-7599.**

**/s/**

**LILLIAN V. WOODS  
State Conservationist**

**DIST: E**